

PUBLIC WORKS/SAFETY COMMITTEE

MINUTES

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, April 14, 2015, in Conference Room No. 1 at the City Office Building.

Present:	Ron Christianson	Chair
	Audrey Nelsen	Vice Chair
	Rick Fagerlie	Member
	Andrew Plowman	Member

Others present: Council Member Jim Dokken, Council Member Denis Anderson, Director of Public Works Sean Christensen; Chief of Police Jim Felt; Fire Chief Gary Hendrickson, City Clerk/Treasurer Kevin Halliday, Jared Voge, Bolton & Menk, David Little, "West Central Tribune".

Item No. 1 Call to Order

The meeting was called to order by Chair Christianson at 4:45 p.m.

Item No. 2 Public Comments

There were no public comments.

Item No. 3 Fire and Police Update (Information)

Fire Chief Gary Hendrickson noted there have been 89 calls for service this year so far, which is up from 75 at this time last year. It was noted the City is not included in the red flag warning at this time, and recreational fires are authorized with the ring being at least three feet in diameter, 25 feet from the home and must be attended at all times. The house fire at 1068 6th Street SW was discussed, with the fire being the fourth significant call for the year. The Committee noted it being Severe Weather Awareness Week and a statewide tornado drill will take place on Thursday, April 16th at 1:45 pm and 6:55 pm.

Police Chief Jim Felt noted the jail census for April 14, 2015 was 153; 89 inmates from the Department of Corrections, 63 inmates from Kandiyohi County, and one inmate from Swift County. The calls for service for the previous two weeks totaled 772. The majority of the calls were for traffic stops, followed by public assists and animal complaints. The total calls for service so far this year totals 4,896, which is about 201 calls ahead of 2014.

Item No. 4 CenterPoint Energy Community Partnership Grant Application (Resolution)

Chief Felt presented, for approval, the submittal of a grant application to CenterPoint Energy for safety initiatives used in the community with a 50% match. The equipment identified for the grant includes two replacement Automated External Defibrillators, two advanced first responder kits for squad cars and traffic safety vests for all uniform personnel. The Police Department budget will accommodate the expenses if the grant is awarded.

A motion was made by Council Member Fagerlie, seconded by Council Member Nelsen to approve the CenterPoint Energy Community Partnership Grant application submittal by the Willmar Police Department. The motion carried.

Item No. 5 Outdoor Warning Siren Purchase/Replacement (Resolution)

Chief Hendrickson presented, for approval, the purchase and replacement of an outdoor warning siren to replace the Thunderbolt Siren located at 22nd Street SW and 15th Avenue SW across from Taunton

Stadium. The current siren has been in operation since 1971 and is only partially operational, as it does not rotate 360 degrees to allow proper notification of an approaching storm. This particular siren has required numerous repairs and due to its age, parts are no longer available. The new siren is included in the 2015 Capital Improvement Plan and is within budget at a cost of \$18,200.00.

A motion was made by Council Member Nelsen, seconded by Council Member Plowman to approve the purchase of a Federal outdoor warning siren in the amount of \$18,200.00. The motion carried.

Item No. 6 Crack Seal Bid Award (Resolution)

Staff brought forth, for approval, the award of the Crack Sealing Project No. 1506 to Glieden Enterprises, LLC in the amount of \$46,500 and authorizes signatures on the contract. The City requested quotes for the project and three were received. The other quotes received were from All Things Asphalt in the amount of \$52,500 and Fahrner Asphalt Sealers LLC in the amount of \$65,500. The 2015 Public Works budget included \$65,000 for the crack sealing and seal coating projects, and \$5,470 is being re-appropriated from unused capital funds to cover the remainder of the \$70,470 total cost.

A motion was made by Council Member Fagerlie, seconded by Council Member Nelsen to award the Crack Sealing project to Glieden Enterprises, LLC in the amount of \$46,500 and authorizes signatures on the contract. The motion carried.

Item No. 7 Seal Coat Bid Award (Resolution)

Staff brought forth, for approval, the award of the Seal Coating Project No. 1508 to Astech Corporation in the amount of \$23,970.00 and authorizes signatures on the contract. The City requested quotes for the project and three were received. The other quotes received were from Caldwell Asphalt Company in the amount of \$25,899.30 and Pearson Brothers Inc. in the amount of \$28,231.20. The 2015 Public Works budget included \$65,000 for the crack sealing and seal coating projects, and \$5,470 is being re-appropriated from unused capital funds to cover the remainder of the \$70,470 total cost.

A motion was made by Council Member Fagerlie, seconded by Council Member Nelsen to award the Seal Coating project to Astech Corporation in the amount of \$23,970.00 and authorize signatures on the contract. The motion carried.

Item No. 8 Declare Costs to be Assessed, Order Preparation of Assessment Roll, and Call for Assessment Hearing: Project No. 1501-A (Resolution- Combine All Three Projects)

Staff brought forth, for approval, to declare costs to be assessed, order preparation of the assessment roll and call for the Assessment Hearing for City Project No. 1501-A on May 18, 2015. The City Council ordered the Carolina Avenue SW, 21st Street SW, Alley between City Hall and the Auditorium, Swanson Field Parking Lot and Public Works Facility parking lot reconstructions at the Improvement Hearing held March 2, 2015. Bids were opened on April 7th and the amount received to perform the necessary improvements is known. Staff is preparing the assessable footage and the amount for each affected lot. Costs for the improvements must be declared, the preparation of an Assessment Roll ordered, and affected property owners notified of their Assessment amount in accordance with the requirements of Chapter 429, State of Minnesota Statutes.

A motion was made by Council Member Nelsen, seconded by Council Member Fagerlie to declare the costs to be assessed, order preparation of the Assessment Roll, and call for the Assessment Hearing for Project No. 1501-A on May 18, 2015. The motion carried.

Item No. 9 Declare Costs to be Assessed, Order Preparation of Assessment Roll, and Call for Assessment Hearing: Project No. 1503-A (Resolution-Combine All Three Projects)

Staff brought forth, for approval, to declare costs to be assessed, order preparation of the assessment roll and call for the Assessment Hearing for City Project No. 1503-A on May 18, 2015. The City Council ordered the Trott Avenue SE and Kandiyohi Avenue SW overlays at the Improvement Hearing held March 2, 2015. Bids were opened on April 7th and the amount received to perform the necessary improvements is known. Staff is preparing the assessable footage and the amount for each affected lot. Costs for the improvements must be declared, the preparation of an Assessment Roll ordered, and affected property owners notified of their Assessment amount in accordance with the requirements of Chapter 429, State of Minnesota Statutes.

A motion was made by Council Member Nelsen, seconded by Council Member Fagerlie to declare the costs to be assessed, order preparation of the Assessment Roll, and call for the Assessment Hearing for Project No. 1503-A on May 18, 2015. The motion carried.

Item No. 10 Declare Costs to be Assessed, Order Preparation of Assessment Roll, and Call for Assessment Hearing: Project No. 1503-B (Resolution-Combine All Three Projects)

Staff brought forth, for approval, to declare costs to be assessed, order preparation of the assessment roll and call for the Assessment Hearing for City Project No. 1503-B on May 18, 2015. The City Council ordered the 23rd Street SW, 7th Street SE, and 25th Street SE overlays at the Improvement Hearing held March 2, 2015. Bids were opened on April 7th and the amount received to perform the necessary improvements is known. Staff is preparing the assessable footage and the amount for each affected lot. Costs for the improvements must be declared, the preparation of an Assessment Roll ordered, and affected property owners notified of their Assessment amount in accordance with the requirements of Chapter 429, State of Minnesota Statutes.

A motion was made by Council Member Nelsen, seconded by Council Member Plowman to declare the costs to be assessed, order preparation of the Assessment Roll, and call for the Assessment Hearing for Project No. 1503-B on May 18, 2015. The motion carried.

Item No. 11 Accept Bid and Award Contract: Utility Construction, Project No. 1502 (Resolution)

Staff brought forth, for approval, to award the project to Land Pride Construction in the amount of \$88,933.00, adopt the budget and authorize signatures on the contract for Project No. 1502. The project includes sanitary sewer lining on Benson Avenue SE, East TH 12 water main relocation, and fire hydrant replacements at Lakeland Drive NE and Airport Drive SW. Four bids were received and opened on April 7th; Land Pride Construction in the amount of \$88,933.00, Quam Construction in the amount of \$93,117.50, Duininck Inc. in the amount of \$108,685.50, and Breitbach Construction in the amount of \$117,214.71. The low bid received is approximately 6% above the Engineer's Estimate.

A motion was made by Council Member Fagerlie, seconded by Council Member Nelsen to accept the bid and award the project to Land Pride Construction in the amount of \$88,933.00, adopt the budget and authorize signatures on the contract for Project No. 1502. The motion carried.

Item No. 12 State Agreement- Motorcycle Skills Testing Site (Resolution)

Staff brought forth, for approval, the State Agreement with the Department of Public Safety for a motorcycle skills test course in the City Right of Way. The City first received a request in 2005 from the State to enter into a lease agreement allowing the Department of Public Safety to use an area of land on the north end of Transportation Drive for the term of five years for the testing of motorcycle license applicants. In 2010, the lease was amended and again in 2012 to allow an additional two years on the lease consecutively. The current Amendment replaces the terms commencing May 1, 2015 through April 30, 2020. The Committee

discussed the testing site not interfering with traffic from the school or Civic Center.

A motion was made by Council Member Nelsen, seconded by Council Member Plowman to approve the State agreement with the Department of Public Safety for a motorcycle skills test course in the City Right of Way on the north end of Transportation Drive. The motion carried.

Item No. 13 Westwood Court Lift Station (WWC) Engineering/CRS Agreement Recommendation (Resolution)

Staff brought forth, for approval, the award of the design and construction related services project for the Westwood Court Lift Station to Bolton and Menk. Staff reviewed two proposals, one from Bolton and Menk and one from Bollig Engineering, for the professional services of the Westwood Court Lift Station, taking into consideration a technical score and a price score. The preliminary budget for the project was approved at \$1,140,000 by the Council on February 17, 2015 and PFA funding will be pursued.

A motion was made by Council Member Nelsen, seconded by Council Member Fagerlie to award the professional services contract for the Westwood Court Lift Station to Bolton and Menk. The motion carried.

Item No. 14 Miscellaneous- Cooperative Construction Agreement (Resolution)

Staff brought forth, for approval, the Kandiyohi County and City of Willmar Cooperative Construction Agreement for the County Office building West Lot 15 improvement project. The agreement details the City reimbursing the County for 50% of the cost, not to exceed \$90,000, in exchange for 12 to 20 public spots in the lot.

After discussion, a motion was made by Council Member Nelsen, seconded by Council Member Fagerlie to approve the Cooperative Construction Agreement with Kandiyohi County for the County Office building West Lot 15. The motion carried.

It was noted staff is working with Willmar Downtown Development as it pertains to installing utilities into 313 4th Street SW.

There being no further business to come before the Committee, the meeting was adjourned at 5:25 p.m. by Chair Christianson.

Respectfully submitted,



Sean E. Christensen, P.E.
Public Works Director